

DD/A Registry

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19 APR 1980

ODP # 6-268

MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Chairman E Career Service

FROM: Harry E. Fitzwater
Director of Personnel Policy, Planning, and
Management

SUBJECT: Nomination of Candidates for the IAC Awards
Program

1. Attached is information concerning eligibility criteria and nomination procedures for the Interagency Committee on Automatic Data Processing (IAC/ADP) Award. This is a new public service awards program to the Agency and, therefore, was not included with the public service awards "package" which was sent to you in May 1979.

2. It is requested that you review the attached information and identify those qualified candidates from your directorate whom you would endorse for this award. Please forward your list of nominees to this office by 18 April 1980. The combined list of all nominees will be reviewed by the Honor and Merit Awards Board and we will then forward the list, together with comments of the Board, to the Director for final decision. As in the past, your assistance will be requested in developing the nominating documents for your candidates who are selected as Agency nominees.

Harry E. Fitzwater

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